

# **42nd Annual OLDE YORK STREET FAIR**

Sunday, May 14, 2017 – 12:30 p.m. to 6:00 p.m.

## **BUSINESS EXPO APPLICATION for NON-CRAFT BUSINESSES**

### **OFFICIAL USE ONLY**

Date Received \_\_\_\_\_

Check Number \_\_\_\_\_

Amount \$ \_\_\_\_\_

Location \_\_\_\_\_

Thank you for your interest in participating in the Olde York Street Fair. To apply for a booth space in the Olde York Street Fair as a Business Expo exhibitor, the following items are required to be submitted:

- Complete Business Expo application
- \$375.00 booth space payment PLUS \$10.00 application fee (non-refundable) – payable to City of York
- Certificate of insurance
- Company logo (JPEG format/high resolution preferred) -- email to [events@yorkcity.org](mailto:events@yorkcity.org)

Send the above items by Friday, April 7, 2017, to:

Olde York Street Fair  
York City Recreation & Parks  
101 S. George Street, P.O. Box 509  
York, PA 17405-0509

## **P L E A S E   P R I N T**

Name of Business: \_\_\_\_\_

Industry: \_\_\_\_\_

Description: \_\_\_\_\_

Address of Business: \_\_\_\_\_

City / State / Zip Code: \_\_\_\_\_

Website URL: \_\_\_\_\_

Business Facebook Page URL: \_\_\_\_\_

Business Twitter: @\_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Position/Title: \_\_\_\_\_

Email address: \_\_\_\_\_

Briefly describe the activities that will occur at your booth:

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**STATEMENT OF UNDERSTANDING** (Must be signed by organization head):

I fully understand and agree to abide by the rules and requests of York City Special Events staff members. If my application for the Olde York Street Fair is accepted, I realize that my failure to comply with these rules may result in disciplinary action subject to the discretion of York City Special Events. I also understand that York City Special Events reserves the right to approve or deny any or all applications as they deem appropriate.

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Contact Signature

Date

**DISCLAIMER (Must be signed or application will be returned)**

Applicant and members of the company agree to indemnify and hold harmless the Olde York Street Fair and the City of York and its agents from and against all claims, losses, liabilities and expenses, including attorney's fees and court costs arising from any circumstances occurring during the Olde York Street Fair.

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Contact Signature

Date

☐ I am requesting a space that will allow me to bring a whisper quiet generator (permitted in limited spaces, only with advance notice).

☐ I certify that I have read and understand the guidelines for the Olde York Street Fair Business Expo as outlined on the following page.

## GUIDELINES FOR OLDE YORK STREET FAIR BUSINESS EXPO EXHIBITORS:

1. The intent of the Olde York Street Fair is to offer craftpersons and non-profit clubs and charitable organizations an opportunity to sell their handiwork and/or food to raise money for their cause or organization. Due to high interest by non-craft related businesses, a Business Expo option was added to the Olde York Street Fair in 2013, for outreach and marketing purposes only. **Therefore, no for-profit businesses are permitted to complete any sales to consumers during their participation in the Olde York Street Fair. Businesses are permitted to hand out information, make future business contacts, and market their company to event attendees.**
2. All businesses are required to complete the application in its entirety and the application must be submitted with the non-refundable application fee (\$10.00) and the booth fee (\$375.00).
3. Those businesses that are accepted to the Olde York Street Fair will be provided a 15x10 space for the event. Each business is responsible for providing their own equipment, including chairs, tables, tablecloths and tent/canopies. All tables must have table covering to sidewalk.
4. The Olde York Street Fair is a rain or shine event. Be prepared for rain with adequate covering and items to weigh down your booth in case of wind. No refunds will be given for inclement weather.
5. **No electricity will be provided.** Whisper quiet generators are permitted in certain areas and you must indicate on your application that you wish to bring a generator.
6. No pets, no boom boxes, no bikes, no skateboards, no in-line or roller skates.
7. The Olde York Street Fair officially runs from 12:30 to 6:00 p.m. Booth setup begins on the day of the event at 9:00 a.m. REGISTRATION ASSISTANCE, RESTROOM FACILITIES, ETC. WILL NOT BE AVAILABLE BEFORE 9 A.M. All participants are expected to be set up before the start of the event. **You must be unloaded and your vehicle removed from the festival area by 11:30 a.m.**
8. ALL BUSINESSES MUST HAVE A CURRENT PENNSYLVANIA SALES TAX LICENSE (PERMANENT OR TEMPORARY). You cannot be accepted without a valid license number.
9. Representatives of the Olde York Street Fair will visit all vendor booths to review stands and displays to ensure they are in compliance with guidelines. Those not complying with guidelines could be asked to leave the event and will not be given a refund.
10. Businesses who do not comply with the guidelines of the event will not be allowed to participate in future York City Special Events if they are allowed to remain at the present event.
11. No subletting of space is allowed.
12. If you are admitted to the 2017 Olde Street Fair and are not present, you forfeit your same space number for future York City Olde York Street Fairs.

York City Recreation & Parks  
101 South George St., P.O. Box 509  
York PA 17405-0509  
(717) 854-1587  
[events@yorkcity.org](mailto:events@yorkcity.org)  
[www.yorkcity.org/OldeYorkStreetFair](http://www.yorkcity.org/OldeYorkStreetFair)

[www.Facebook.com/YorkCitySpecialEvents](https://www.facebook.com/YorkCitySpecialEvents)  
[www.Twitter.com/YorkCityEvents](https://www.twitter.com/YorkCityEvents)  
[www.Instagram.com/YorkCitySpecialEvents](https://www.instagram.com/YorkCitySpecialEvents)  
#OYSYork

**GPS location for Continental Square:** One Marketway West, York, PA 17401  
(The show is located in several blocks adjacent to this address. Not to be used for mailing address.)